



January 17, 2020

**Meeting Notice
Tree Commission
January 23, 2020**

Notice is hereby given that the Tree Commission of the Village of Whitehouse, Ohio will meet on Thursday, January 23, 2020 at 7:00 p.m. The meeting will be held in the Classroom, Village Hall, 6925 Providence Street, Whitehouse, Ohio.

AGENDA

- I. Call to Order
- II. Approve Minutes of the November 21, 2019 Meeting
- III. Elect Officers for 2020
- IV. Old Business
 - A. Review Eagle Scout Project
 - B. Tree Inventory
 - C. Forms & Docs
- V. New Business
 - A. Begin Planning Spring Seminar
 - B. Spring News
 - C. Evaluate Tree at 6969 Westwyck Drive
- VI. Discuss Other Issues as Appropriate under the Village Charter
- VII. Adjourn

Submitted by:
Jordan D. Daugherty, CPA
Village Administrator

MINUTES
Whitehouse Tree Commission
November 21, 2019

Commissioners Present: Chairman; Sheri Luedtke, Members; Amy Schultz, Michelle Tippie, Village Representative, Mark Thomas, guest Valerie Werning.

A work session of the committee was called to order by Chairman, Sheri Luedtke, at 7:00 pm. The approval of the minutes from October 24, 2019 was tabled until January, 2020, as there was not a quorum present.

Old Business:

Eagle Scout Project: Valerie Werning was present to give the committee an update on this project. She presented a listing of 36 trees that will need posts with signs. Home Depot has offered a \$50.00 credit voucher which must be spent by December 31, 2019. She will be purchasing the posts. Whitehouse Hardware will be contacted to see if they can also supply materials at no or reduced costs to help with financing this project. Noah is working on the descriptions and information for the QR codes.

Winter News Article: Michelle Tippie will try to find available places where live Christmas Trees can be recycled for environmental uses.

Tree City and Growth Awards: Sheri Luedtke turned in the Tree City Application information to Jill Gundy. She also stated that Elliot Tramer had turned in the information for our Growth Award.

Forms & Documents: Nothing to be added.

Tree Inventory: Mark Thomas reported that the trees for fall planting have been received and that village personnel will be planting them in the next few weeks. The committee has requested a list of the trees and addresses where planted.

Confirm Members: All members present agreed to continue into 2020 their activity with the Tree Commission. Members not present will be asked in January if they wish to continue.

Spring Seminar: Sheri Luedtke will contact Nancy Myerholtz for a talk about the environment.

Meeting Plan for 2020: Meeting Plan was reviewed and agreed upon.

Session was ended at 8:00 pm.

Respectfully submitted,

Amy Schultz

2020 Tree Commission Meeting Plan

<u>Meeting Date</u>	<u>Business Items</u>	<u>Minutes</u>
January 23, 2020	Confirm Commissioners for 2020, Elect officers, Review Eagle Scout Project , Spring Seminar, Spring News, Tree Inventory, Forms & Docs.	Michelle Tippie
February 27, 2020	Arbor Day planning, , Projects for growth award, review & update tree ordinance, Eagle Scout Project, Tree Inventory, Forms & Docs.	Michelle Tippie
March 26, 2020	Finalize Arbor Day planning, Tree City USA 2020 attendance, Earth Day Shredding, Plan Eagle Scout Project, Tree Inventory, Forms & Docs.	Diane Toffler
April 2020	Earth Day – Shredding	
April 23, 2020	Begin Flower & Market Day planning, Summer Newsletter , Tree Inventory, Forms & Docs.	Christine Manzey
May 6, 2020	Tree City USA 2020 Celebration – Bowling Green	
May 8, 2020	Arbor Day Celebration Event	
May 28, 2020	Discuss EAB and ALB awareness, Review Market Day Review Tree City 2020 Award Ceremony Tree Inventory, Forms & Docs.	Amy Schultz
May/June, 2020	Eagle Scout Project Dedication	
June 25, 2020	Prepare article for fall, Update Tree Inventory Plan Farmers Market, Review Master Plan Tree Inventory, Forms & Docs.	Diane Toffler
July 23, 2020	Review 2020 updates for Tree City USA certification. Fall news article. Review Market Day. Quarry Invasives, Tree Inventory, Forms & Docs.	Elliot Tramer
August 27, 2020	Begin formal preparation of Tree City USA renewal and Growth Award applications Tree budget preparation, Market Day Review, Review fall tree planting schedule. Quarry Invasives, Tree Inventory, Forms & Docs.	Christine Manzey
September 24, 2020	Review Market Day, Growth and Tree City Award Review Schedule Quarry Invasives. Tree Inventory, Forms & Docs.	Elliot Tramer
October 22, 2020	Finalize Tree City USA renewal application and Growth Award applications. Review Quarry work Tree Inventory, Forms & Docs.	Diane Toffler
November, 2020	Northwest Ohio Urban Forestry Seminar	
November 19, 2020	Prepare meeting/event plan for 2021, confirm Commission Members for 2021, winter news article. Tree Inventory, Forms & Docs.	Amy Schultz
December, 2020	No meeting – Merry Christmas Everyone	